

EDUCATION TO CAREER NETWORK OF NORTH SAN DIEGO COUNTY
LEADERSHIP COUNCIL MEETING
August 5, 2025
9:30 AM– 3:00 PM
Vista Adult School
510 Sunset Dr, Vista, CA 92081

Time	Agenda Item	Person(s) Responsible
	<i>Leadership Council</i>	
9:30-9:35 AM	Welcome and Introductions 1. Review and Approval of Agenda 8-5-25	O'Shea-West
9:35-9:40 AM	Public Comment	
9:40-10:15 AM	Communications 1. Review and approval ETCN Leadership Council Meeting Minutes 5-28-25 2. Adult Ed Communications a. CAEP Summit 2025 3. Review Shared Position Surveys a. Shared position annual performance review 4. Contact list cell numbers (LC & OP's Team) 5. 2025-26 Calendar a. LC Agenda Review Meetings: 72 hours prior to the scheduled meeting b. December Quarterly meeting location change c. Invite Data techs to the Quarterly Goals Review meetings? 6. 2025 SD Workforce Partnership MOU (by 8-15-25) a. SDWF AJCC MOU 2025 Executed b. Attachment A Career Partner List by Region c. Attachment B Center Infrastructure Budget and Attachment C Collocated IFA d. Attachment D Matrix of MOU Partner Career Services 7. Reminders VAS & San Marcos a. MOA Participation in ETCN (2 year) b. MOA ETCN Funding Agreement (2 year) c. ETCN Data Sharing MOU (2 year) d. Designated Representatives (2 year) All sites except Ramona & Palomar	LC
	<i>Leadership Council & Fiscal Agent</i>	

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10:15-11:15	Fiscal Agent Report 1. Planned vs. Actuals 2. FY 25/26 Budget Development 3. CAEP Carryover Update 4. WIOA Update	Escamilla
	<i>Leadership Council, Fiscal Agent & Operations Team</i>	
11:15-3:00	Operational and Discussion Items 1. 2025-26 CAEP Annual Plan a. Review b. Formal Approval 2025-26 ETCN Annual Plan 2. Review Strategic Plan a. ETCN Final Open Items b. Strategic Plan 3. DataVista Release 2.2 Update a. Information and Slides 4. Certiport Quote Update 5. Digital Credential options 6. Op's Team Individual Goals for 2025-26 7. 2025-26 ETCN Calendar a. Review upcoming meetings, due dates and events i. Career and Education Showcase date change (11-5-25) ii. Path to Palomar Update b. Invite Op's Team Members to on site events 8. 2025-26 Project Tracker- Strategies and Activities a. Complete Tracker, assign the 4 new projects 9. Project One Sheets- 2025-26 a. Review, update and revise information Member District Roundtable Link to Form Link to responses 1. Escondido 2. Palomar 3. Poway 4. Ramona 5. San Marcos 6. Vista Operations Team Updates link to responses	Hayes/All All Porter Escamilla/Rhoads Rhoads Op's Team All Adame Maschke Porter Marovich Phillips O'Shea-West

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	1. Curriculum, Marketing and Planning 2. Data and Accountability 3. Disability Coordinator 4. Partnership Coordinator 5. Technology Integration Regional and Professional Updates 1. Strong Workforce 2. Super Region 3. ACSA Adult Ed Council 4. CCAE 5. ACCE/CCCAOE	Hayes Stowell Magallon Mah Rhoads Maschke Garramone Barajas Porter Maschke
	Wrap up & Next Steps 1. Action Items a. Robin: Add signed MOU SDWP to Google Drive b. Robin: Cell phone contact list c. Robin: Data tech info from LC d. Robin: Agenda review meeting invites e. Robin: Check Designated Rep/move folders f. Digital Badging feedback Matt and Sharon g. Kathleen: Discuss with James Project Tracker/One Sheets 2. Agenda Items for the Next Meeting September 5, 2025 a. Data Dialogue b. Path to Palomar Update c. NOV Feedback on Digital Badging (Matt & Sharon) d. Update on Project Tracker/One Sheets	O'Shea-West, Smith
3:00 PM	Adjournment	
Due Dates & Deadlines	● 8-15-25 CAEP 2025-26 Annual Plan due in NOVA ● 9-1-25 CAEP 23/24 and 24/25 Member Expense Report due in NOVA Q4 ● 9-1-25 CAEP Certification of Allocation Amendment due in NOVA ● 9-30-25 CAEP 23/24 and 24/25 Member Expense Report certified by Consortia in NOVA Q4 ● 9-30-25 End of Q1	

FUTURE MEETING DATES:

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- Friday, September 5, 2025 @ Ramona-Montecito High School (Quarterly Goals Review)
- Friday, October 3, 2025 @ Poway Adult School
- Friday, November 7, 2025 @ Escondido Adult School
- Friday, December 11, 2025 @ Palomar College San Marcos Campus (Quarterly Goals Review)
- Friday, January 9, 2026 @ San Marcos -Twin Oaks High School
- Friday, February 6, 2026 @ Poway Adult School
- Friday, March 6, 2026 @ Vista Adult School (Quarterly Goals Review)
- Friday, April 24, 2026 @ Palomar College San Marcos Campus (Approve CFAD)
- Friday, May 15, 2026 @ Escondido Adult School
- Monday, June 22, 2026 Annual Retreat
- Tuesday, June 23, 2026 Annual Retreat (LC only)

ETCN 2025–26 Annual Goals

1. Expand and diversify program offerings, including new short-term CTE pathways and industry-based programs.
2. Scale up region-wide programming and support for adults with disabilities.
3. Increase flexible learning options: expand hybrid, online, evening, and accelerated courses.
4. Expand dual enrollment and postsecondary transition programs in partnership with Palomar College.
5. Strengthen employer and community partnerships to expand work-based learning, internships, and job placement.
6. Enhance student support services: counseling, advising, wraparound supports, and targeted outreach to priority groups.
7. Increase targeted outreach, marketing, and regional awareness of adult education opportunities.
8. Grow professional development and credentialing for staff to ensure high-quality instruction and support.
9. Strengthen and align curriculum through cross-agency Professional Learning Communities (PLCs).
10. Launch and scale digital badging and microcredentialing to recognize student skills and achievement.
11. Expand student internships, job-readiness training, and workforce preparation activities.
12. Improve and update facilities and technology infrastructure to support effective learning environments.
13. Maintain and update education plans and transition pathways for students.
14. Improve integration and efficiency of student services across member agencies.
15. Hold quarterly consortium and district data review meetings to guide continuous improvement.
16. Conduct annual regional needs assessment and stakeholder engagement activities.
17. Formalize and implement new consortium governance and onboarding processes.
18. Monitor and increase student transitions to postsecondary education and employment.
19. Track and improve student persistence, retention, and completion through data-driven follow-up and support.

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20. Ensure all investments and activities align with regional labor market data, community needs, and the Three-Year Plan.